

April 15, 2014

Dumont Day Extravaganza - 2014

DATE:

Saturday, September 6

Rain date:

Sunday, September 7

Set Up Time:

8:00am

TIME:

10:00am - 6:00pm

FOOD VENDORS ONLY:

10:00am- 6:00pm OR 10:00pm (Vendors Choice)

CONCERT:

8:00pm

PLACE:

Memorial Park

EVENT GUIDELINES:

Booth fees:

Non-Profit Organizations Waived
Businesses/crafters selling activities/wares \$100.00
Food Vendors \$150.00

Businesses Promotion only

\$25.00

Checks should be made out to The Borough of Dumont.

Businesses promoting their company only, will be asked to have a free activity at their booth. All booth spaces will be approximately 10' x 12'. Each space will come with 2 six foot tables and 2 chairs. Participants may bring their own tents. The tents must be in "like new" condition and must fit within the booth space. Tents will also be available for rental through Traditional Events on a first come first serve basis. The rental fee for the tents is \$50.00. Participants may not bring in their own tables or chairs.

All involved, with the exception of those promoting their businesses only, will be able to charge for booth activities. Activities will be of a family friendly nature i.e. Games, raffles, food & rides. No vendors or organizations will be allowed to sell candy cigarettes, toy guns, confetti, silly string, poppers or whips. Traditional Events must approve activities according to Borough guidelines. Returning organizations will have first choice of their previous year's activity and there will be no repeat activities/food allowed. This will allow each group to fund raise equally.



Raffle licenses must be obtained through the borough and must be event specific. Multiple groups wishing to hold a 50/50 raffle will be allowed. All raffle licenses must be applied for by Friday, May 30, 2014 for inclusion at Dumont Day. There will be no exceptions.

STAGE:

Local dance, karate, bands, choral groups, etc. will be invited to participate on the stage and given 15 - 30 minute time slots to work within. All other time slots will be filled through activities that local businesses have sponsored.

PARTICIPANT REGISTRATION FORM DUMONT DAY EXTRAVAGANZA 2014

NAME OF ORGANIZATION	
CONTACT INFO:	
NAME	
E-MAIL	
ADDRESS	
HOME PHONE NUMBER	
OFFICE PHONE NUMBER	
CELL PHONE NUMBER	
2 TABLES & 2 CHAIRS INCLUDED IN EXTRAS NEEDED HAVE A NOT	
DO YOU NEED ANY EXTRA TABLES & CHAIRS. # OF EXTRAS	NEEDED: Tables Chairs
DO YOU WANT TO RESERVE A TENT? Y N	
DO YOU REQUIRE ELECTRICITY? Y N	
**What item(s) will be requiring electricity?	
** What are these items individual wattage requirements?	

Booth Fee checks should be made out to The Borough of Dumont.

Tent Rental checks for \$50.00 should be made out to Traditional Events.

- IN ORDER TO GET A PREFERRED BOOTH SPACE organizations and contracted vendors must submit the following documents BY <u>JUNE 2, 2014:</u>
- ALL OTHER ORGANIZATIONS AND CONTRACTED VENDORS MUST SUBMIT THE FOLLOWING DOCUMENTS BY <u>AUGUST 15</u>, <u>2014</u>:

HOLD HARMLESS FOR THE BOROUGH OF DUMONT
HOLD HARMLESS FOR TRADITIONAL EVENTS, LLC.
CERT. OF INSURANCE NAMING THE BOROUGH AS AN ADDITIONAL INSURED
CERT. OF INSURANCE NAMING TRADITIONAL EVENTS, LLC. AS AN ADDITIONAL INSURED
RAFFLE LICENSES (IF APPLICABLE)
TEMPORARY FOOD LICENSES (IF APPLICABLE)

THANK YOU FOR YOUR PARTICIPATION.

Return to: Jenwilkes99@gmail.com. Or by snail mail to: Traditional Events, PO Box 895, Franklin Lakes, NJ 07417



HOLD HARMLESS AGREEMENT BETWEEN TRADITIONAL EVENTS, LLC

AND

Organization Name	
E-MAIL	
Organization Type: (individual, partnership,	, not-profit corporation, corporation or public entity)
following dates: September 6, 2014 or the	ization's booth space at Memorial Park on Dumont Day on the rain date of September 7, 2014 for the purpose of Dumont Day, old Traditional Events, LLC and its officers, agents and employees costs and Attorney's fees arising out of the use of the property
from any losses or damages resulting from t	reement also requires that Traditional Events , LLC is indemnified the acts or omissions from any guest, participant, visitor or other o, unless waived in writing by the Traditional Events , LLC.
I agree to furnish a Certificate of Insurar insured, providing general liability, bodily i liability not less than One Million Dollars (nce specifically naming Traditional Events , LLC as an additional injury and property damage coverage with minimum limits of \$1,000,000.00).
Signed this day of	, as the binding act in deed of
Name of Organization	
Authorized Signature	

HOLD HARMLESS AGREEMENT

between the Borough of Dumont and

Organization Name
Telephone Number
Organization Type (Individual, Partnership, Non-profit Corporation, Corporation, Public Entity
In consideration of the use of <u>my organization's booth space at Memorial Park</u> on the following dates: <u>September 6, 2014</u> or the rain date of <u>September 7, 2014</u> for the purpose of <u>Dumont Day</u> , the undersigned agrees to defend, indemnify and hold the Borough of Dumont and its officers, agents and employees harmless from any and all liability, claims, costs and attorney's fees arising out of the use of the property referred to above.
I understand that this Hold Harmless Agreement also requires that the Borough of Dumont is indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor or other person attending the event herein referred to. Unless waived in writing by the Borough of Dumont, I agree to furnish a Certificate of Insurance specifically naming the Borough of Dumont as an additional, insured providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000 combined single limit.
Said certificate shall state that "the issuing company shall mail 30 days written notice to the certificate holder named, certified mail return receipt". It shall also contain a statement acknowledging this hold harmless agreement. No exceptions or limitations will be accepted.
In order to induce the Borough of Dumont to accept this hold harmless agreement, the following information concerning the intended use of the premises is furnished:
a. Alcoholic Beverages (will) or (will not) be served.
b. Total number of persons anticipated is
<pre>c. Live entertainment (will) or (will not) be provided. d. Other</pre>
Signed this day of 20 as the binding act in deed of (Name of Organization)
(Name of Organization)
s
Authorized Signature from Organization listed above

Note: Certificate of Insurance shall be in original form.

No photocopies or fax copies shall be accepted. The authorized person must also sign it in ink.





I fully understand that all tables and chairs allocated to my location (booth) at Dumont Day, 9/6/14 or 9/7/14, must be returned at the end of the day to the designated area in a neat and orderly way. If this is not done, I fully understand that my organization will be charged the \$25.00 deposit fee by the Borough of Dumont.

Signature Organization